



# ***AVIATION MAINTENANCE SAFETY CONFERENCE 2003***

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## ***LOGS AND RECORDS***

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# **AVIATION MAINTENANCE SAFETY CONFERENCE**

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## **Logs and Records 2003**

- **Purpose and references for Logs and Records**
- **Frequent problems found on Surveys**
- **Logs and Records Point of Contacts**
- **What can Code 123A do for you?**

# **Logs and Records**

## **Purpose of Logs and Records**

- **Logs and Records are used to document, track, and record maintenance actions of aviation activities supporting aircraft, applicable components, and subsystems of the aircraft.**
- **References**
  - **OPNAVINST 4790.2h, Vol I, Chap 13**

**Note: Accuracy and timeliness of logbook information is critical to effective management of aircraft**

# ***Logs and Records***

## **Frequent problems found on Surveys**

- ***Problem***: Monthly Flight Summary and Equipment Operating Records page data is miscalculated
- ***Effect on Maintenance Safety***: Increases potential to operate or fly aircraft outside of prescribed operating/flight hours. Can negatively effect the proper tracking of components, component subsystems, and inspection hour intervals for the aircraft. Most NALCOMIS data is generated from the data that is calculated from these logbook pages

# **Logs and Records**

## **Frequent problems found on Surveys**

- **Recommended Solution:**
  - Implement a local Microsoft Excel program that calculates hourly times, landings, and other data with minimal errors.
  - This program also makes it easy to make corrections and changes to the logbook pages.

# ***Logs and Records***

## **Frequent problems found on Surveys**

- ***Problem:*** NALCOMIS Scheduled Inspection Report is not current and up to date.
- ***Effect on Maintenance Safety:*** The NALCOMIS Scheduled Inspection Report is a tracking tool available to all Navy/Marine Corps aviation maintenance activities to track recurring scheduled inspections on aircraft. If these reports are not kept current this could cause an inspection to be missed or pulled past the inspection interval.

# **Logs and Records**

## **Frequent problems found on Surveys**

- **Solution:**

- It is the responsibility of the logs and records clerk to ensure that the NALCOMIS OMA database is current. The logs and records clerk should review the NALCOMIS report against the applicable reference which directs the interval for the inspections and measure inspection cycles against the aircraft/equipment logbooks.

# ***Logs and Records***

## **Frequent problems found on Surveys**

- ***Problem***: Local verification forms do not match or contain all items that have a AESR, ASR, MSR, and SRC.
- ***Effect on Maintenance Safety***: The local verification form enables the maintenance department to know exactly what components are being utilized and tracked on aircraft. These forms are usually utilized when performing the phase inspection cycle verification. Not having all carded items on the form causes components to be overlooked



# **Logs and Records**

## **Frequent problems found on Surveys**

- **Solution:**

- **The local verification form can simply list all the carded items that are listed in the Periodic Maintenance Instruction Cards (PMIC), thus ensuring all required carded items are accounted for.**

## **Points of contact for Logs and Records**

- **For COMNAVAIRLANT assistance call:  
AZCS Davis 1-757-444-8785/DSN 564-8785  
AZCS Hanna 1-757-444-0301/DSN 564-0301**
- **For COMNAVAIRPAC assistance call:  
AZC Thompson 1-619-545-1478/DSN 735-1478  
AZC Frey 1-619-545-1419/DSN 735-1419**
- **For NAVAIR assistance call the help**

## **Logs and Records**

- **What can Code 123A do for you?**
  - **Assist in all logs and records questions and problems**
  - **We do not make policy or set guidance on this program**
  - **Provide training concerning logs and records during Safety Surveys**
  - **Provide survey/assistance in evaluating your logs and records program**



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# ***QUESTIONS?***

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